

**MEETING NOTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
June 22, 2010**

**Members Present:** Susan Agre-Kippenhan - Chair, Walt Banziger - Vice Chair, Ritchie Boyd for Joe Fedock, Jeff Butler, Michael Everts, Brad Garnick, Mandy Hansen, Jeffrey Jacobsen, Linda LaCrone for Tom McCoy, Robert Lashaway for Craig Roloff, Ed Mooney, Jim Rimpau, Brenda York

**Members Absent:** Jim Becker, Kurt Blunck,\* Allyson Bristor,\* Tom Stump, Jim Thull,\* Kasey Welles – ASMSU, Allen Yarnell,

**Guests:** Candace Mastel, Facilities Planning, Design & Construction; Julie Kipfer, Communications and Public Affairs

The University Facilities Planning Board met beginning at 3:30 pm to discuss the following:

**ITEM No. 1 – Approval of Meeting Notes**

Jeff Butler moved to approve the meeting notes from June 8, 2010. Brenda York seconded the motion. The meeting notes were approved unanimously.

**ITEM No. 2 – Executive Committee Report**

There was no action from the Executive Committee to report.

**ITEM No. 3 – Consent Agenda - None**

**ITEM No. 4 – Recommendation – Campus Banner Installation**

Candace Mastel gave a brief overview of the project and requested approval to permanently install new light pole banners along the main north/south sidewalk on campus between Romney Gym and Montana Hall and between Montana Hall and Alumni Plaza. Referencing a map of the core of the campus, Mastel demonstrated the core campus pedestrian connections to be addressed.

Julie Kipfer stated that the first time banners appeared on Campus was 2005. There will soon be many visitors on campus for the Freshman Convocation, our President's Inauguration, the launching of the first LEED Building on campus and the grand opening of the Animal Bio-science Building. A new series of banners added to the north/south corridor of campus will further promote the university's strengths, continue to enhance the campus appearance and will engage the campus in a reinvigorated approach to our land grant mission.

The banners will be double sided and 2-feet by 4-feet in size. One side will have the MSU logo and the other side will have an image. There will be approximately eleven banners, six on one of the corridors and five on the other. The banners have a two year life span; the Centennial Plaza banners are changed out every other year.

Ed Mooney asked if there was any way to measure the positive effect or benefit of visual signage. Kipfer answered that feedback has been positive, but there is no way to measure visual signage; it is public relations.

Susan Agre-Kippenhan suggested that because these are close enough in proximity to Centennial Mall, they should all be the same; there are seven variations repeated multiple times versus this message about the land grant and another message about core values.

Mike Everts suggested that it would be helpful to have another layer of information on the banners to describe the images that MSU is doing with a font large enough to read easily while people are strolling along. Everts also stated that the entire Romney Oval space is meant as an outdoor room, not a corridor. Maybe some of the banners could go along the outside edge, as opposed through the middle. Bisecting that area might not be what we want to do. According to Walt Banziger, that was considered, but the sidewalks are not currently laid out as an oval around the perimeter, so the distribution of banners would not be uniform. When the sidewalks are aligned in the future, the banners would/could then be placed at the perimeter of the space, rather than going down the middle. Kipfer views it as the only way to connect to the Centennial Mall and maintain a similar design. Banziger agreed with Everts from a Facilities standpoint, a ring is the ultimate goal.

Banners currently exist on the Centennial Mall. Installation of banners for the next phase will include the north/south sidewalk on campus between Romney Gym and Montana Hall and the north/south sidewalk between Montana Hall and Alumni Plaza (banner examples and vicinity maps attached). Installation of banners in remaining areas will occur as the areas are developed or as the Office of Communications and Public Affairs, the sponsoring/funding entity, requests. The green space between Linfield and Herrick is part of the pedestrian corridor, but the current proposal does not include banner installation.

Mike Everts moved to recommend approval of the overall concept of the interior walkways and banner installation along the pedestrian corridors of the campus core (outlined in green on the attached drawing). Robert Lashaway seconded the motion; it was unanimously approved with the proxy votes of Kurt Blunck, Allyson Bristor and Jim Thull.

**ITEM No. 5 – Informational – *Heritage Buildings and Sites Policy***

Walt Banziger opened the discussion. The *Heritage Buildings and Sites Policy* review and comment period ended Monday, June 21, 2010. There was one comment regarding the definition of the word “object.” Does the UFPB want to see objects such as a historic piece of equipment (such as an old printing press) be designated as historically significant property? The options would be to take off the word “object” or leave it alone.

Robert Lashaway offered that whatever MSU designates an object is an object and it should be left alone. It preserves the opportunity of the UFPB to designate an object, but it doesn’t mean that every object is subject to review by the UFPB. Banziger agreed with Lashaway’s determination and asked for comments.

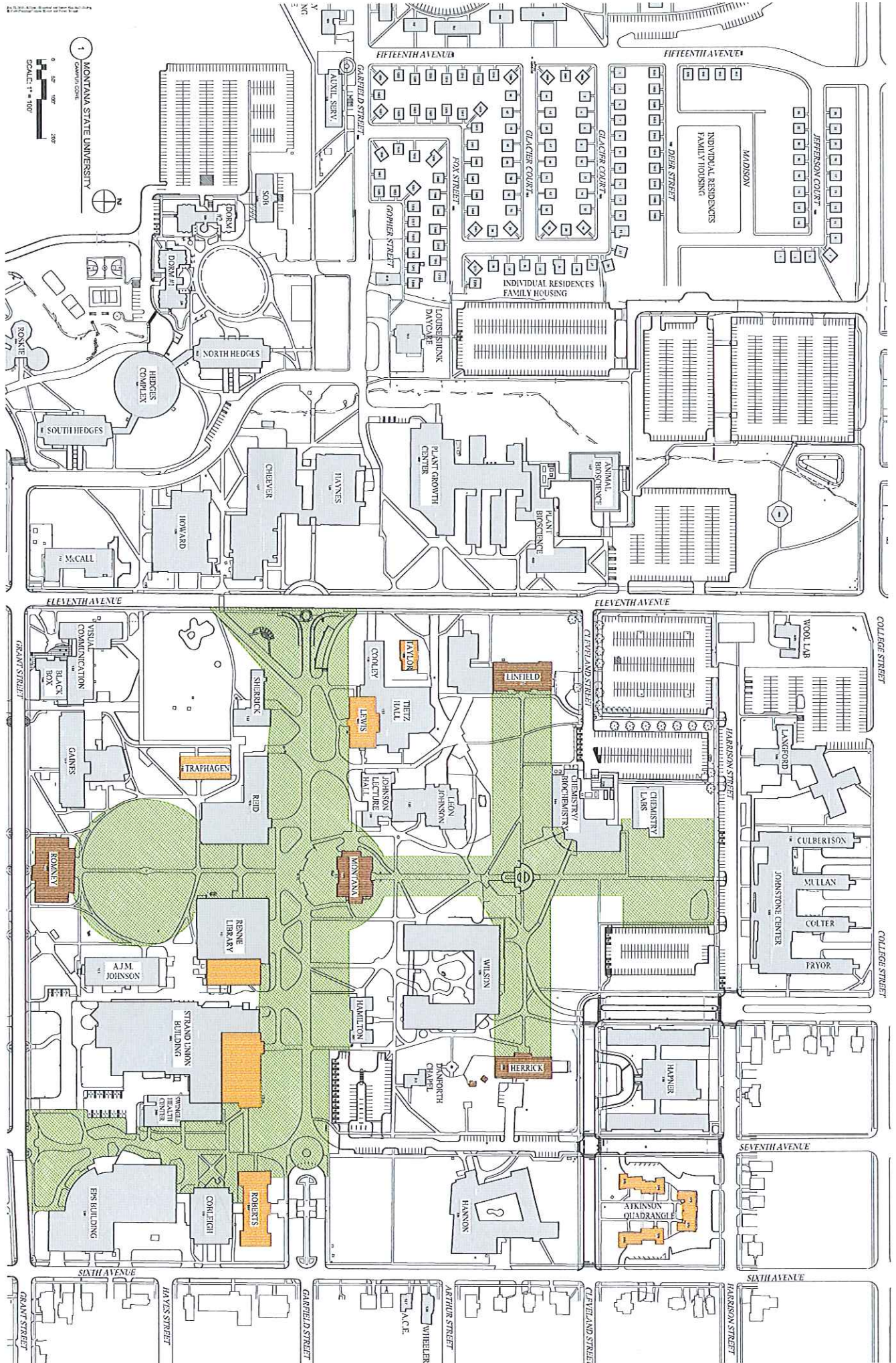
Brenda York made the motion to send the *Heritage Buildings and Sites Policy* as written onto President Cruzado for signature approval. Jeff Butler seconded the motion; it was unanimously approved.

This meeting was adjourned at 4:00 p.m.

\*Member who submitted proxy

VCD:da

pc: Waded Cruzado, President  
ASMSU President  
Jody Barney, Budget and Fiscal Director, Office of Dean and Director  
Patricia Chansley, Assistant to the Provost  
Cathy Conover, Vice President, Communications & Public Affairs  
Victoria Drummond, Associate Planner  
Lisa Duffey, Assistant to the Dean of Agriculture  
Heidi Gagnon, Assistant to the Vice President, Administration & Finance  
Diane Heck, Administrative Associate, Provost  
Jennifer Joyce, Assistant to the Vice President for Planning and CIO  
Linda LaCrone, Assistant to the Vice President for Research, Creativity and Technology  
Shari McCoy, Assistant to the President  
Becky McMillan, Administrative Associate, Auxiliary Services  
Kathleen McPherson-Glynn, Assistant to the Dean, Arts and Architecture  
Charles Nelson, Registrar and Director of Admissions  
Robert Putzke, Director, MSU Police



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## **Heritage Buildings and Sites Policy (DRAFT 5/13/2010)**

**Subject:** Physical Plant

**Policy:** Heritage Buildings and Sites Policy

**Revised:** May 15, 2010

**Origin Date:** May 15, 2010

**Review Date:** Five (5) years from Revised Date above

**Sponsor:** University Facilities Planning Board (UFPB)

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### **Introduction and Purpose:**

All MSU facilities are owned by the State of Montana and MSU. The facilities operations departments; Facilities Planning, Design & Construction (FPDC) and Facilities Services (FS) are charged with operating, maintaining and preserving the value of MSU's physical facilities for the benefit of the State and MSU, which includes preservation and adaptive reuse of historically significant properties. MSU acknowledges that historically significant properties of the MSU campus are recognizable icons of the campus and living connections to the state's heritage. The historically significant properties contribute to the embodiment of the ideas, values and vision of those who shaped the University. They help define a sense of place and are essential to alumni development, student recruitment, and the University's public image. MSU is committed to sensible adaptive re-use and renovation in order to preserve heritage value and ensure their continued contribution to the campus aesthetics, founding principles and ongoing mission.

### **Definitions:**

*Historically Significant Properties* refers to any district, building, structure, landscape, sites, or object designated as such by the University Facilities Planning Board to be of significant in the history, architecture, archaeology, or culture of the University.

*Heritage Property* refers to a designation bestowed on said property in accordance with State and/or Board of Regents (BOR) policy.

*Registered Property* refers to registration of said property on the National Register of Historic Places.

*National Register* refers to properties registered and/or designated by the Secretary of Interior or State Historic Preservation Office as worthy of preservation because of national, state or local significance.

*Adaptive re-use* refers to a rehabilitative process of returning a property (building, structure, landscape, or site) to a state of utility through repair or alteration, which makes possible an efficient contemporary (institutional) use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

*Preservation* refers not only to the preservation in place of a property or other cultural resources, but also to the preservation of information about that resource

*Montana Antiquities Act* (as amended) refers to the responsibilities of the State Historic Preservation Office (SHPO) and other state agencies regarding historic and prehistoric sites including buildings, structures and paleontological or archeological sites on state owned lands.

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*State Historic Preservation Office (SHPO)* is the state office designated by the Governor to administer the State historic preservation program pursuant to state legislation.

**Policy:**

The MSU Heritage Plan expresses the University's commitment of stewardship regarding the preservation of historically significant properties and promotes the development of standards to adaptively re-use, preserve, and protect such properties and facilitate restoration and rehabilitation to serve the University mission. Prior to the removal, demolition, or substantial alteration of any historically significant property owned by Montana State University and MAES, the entity planning such removal, demolition, or substantial alteration shall comply with the provisions of this policy.

Montana State University shall comply with the provisions of the Montana Antiquities Act as amended (MCA 22-3-421 through 22-3-442) and the Board of Regents Heritage Properties policy (1003.5 and 1003.6).

MSU's Historically significant properties will be continuously preserved and maintained to present a positive appearance to alumni, visitors, students, and the public, and to protect the enduring value of the properties. Removal of or major alteration to any historically significant properties designated or determined to be of historic significance, designated as a Heritage Property or listed on the National Register must be recommended by the University Facilities Planning Board and approved by the University President and/or appropriate governing agency when applicable.

**Procedures:**

The University will document historic or potentially historic properties consistent with the Montana Antiquities Act and BOR policies in a professionally competent and responsible manner and in consultation with the SHPO prior to implementing significant modifications or alterations.

Nomination of potential historic, archaeological, cultural and architectural properties and resources owned or controlled by MSU for Federal designation (National Register of Historic Places) and/or State designation (Heritage Property), shall be recommended by the UFPB to the President of Montana State University for approval. Nominations of historically significant property shall comply with BOR policy 1003.5 and other applicable state and federal statutes. The President, in making the determination, may consult with the University Staff, Faculty, and other resources as needed.

The University will consider national and state recognized historic preservation principles and guidelines (i.e. Secretary of Interior's Standards for Preservation) when implementing adaptive re-use or reuse of historically significant properties, Heritage Properties, or Registered Properties under ownership and control of the University in the planning and implementation of projects when possible and feasible.

The Facilities Planning Design and Construction is responsible for coordinating University activities and projects with the SHPO and the state Architecture & Engineering Division as necessary or appropriate, and will be supported in these efforts by Facilities Services staff and UFPB.

The University Facilities Planning Board is responsible for overseeing compliance with the above policy guidelines and all applicable regulations of the BOR and State.

**Internal Control:**

Facilities Planning Design and Construction in conjunction with the UFPB will be responsible for the identification and inventory of the University's historically significant properties.

UFPB shall make recommendations to the MSU President with respect to monitoring historically significant properties and resources for rehabilitation, adaptive re-use, conservation, restoration, maintenance, interpretation, energy and operational efficiency, sustainability, and related ADA (Americans with Disabilities Act) compliance.

UFPB shall act as the advising body for the appropriate administrator(s) on matters concerning University buildings listed on the State Register of Cultural Properties and the National Register of Historic Places.